

CLERK: Mrs Angela Meek, 10 Newlands Lane, Workington, Cumbria CA14 3NF

The **2025 ANNUAL GENERAL MEETING** of the Winscales Parish Council was held on Monday 19 May 2025 following the APM at Hunday Manor Hotel 6.30pm.

MINUTES

In attendance: Councillors Hilary Harrington, Michele Twiss (Vice Chair), Chris West (Chair).

Nominated Clerk Mrs Jaymie Meek, note taker.

Angela Meek, Clerk observed.

One member of the public was in attendance.

1. **Election of the Chair 2025/26** Cllr Twiss proposed Cllr West to continue as Chair, Cllr Harrington seconded, Cllr West accepted.
2. **Election of the Vice Chair 2025/26** Cllr Harrington proposed Cllr Twiss to continue as Vice Chair, Cllr West seconded, Cllr Twiss accepted.
The Election was concluded, new Chair, Vice Chair declaration to post forms were duly signed.
3. **Disclosure of Pecuniary Interests** Councillor West declared on a planning application.
4. **Resignations** – there were no resignations to note.
5. **Co-options** – there were no co-options to note.
6. **Policy and Procedure** - Winscales Parish Council adheres to all statutory requirements.
7. **Nominations/Representatives for Councillors attending Trustees/Sub Meetings**
 - a) Cumbria Constabulary Neighbourhood Policing Pledge – Two lead contacts for WPC
 - b) Cumberland Council's Planning Meetings
 - c) Cumbria Community Foundation
 - d) Windfarm Community Fund
 - e) Potato Pot FundAs there were absentees it was decided to add item 7 to the July agenda for discussion.
8. **Minutes of the AGM** held on 20 May 2024 numbered (AGM-2024) were discussed, agreed and signed by the Cllr West, Chair.
There were no matters arising from the minutes of the AGM-2024 to note.
9. **Public Participation Session** – none to note.
10. **Annual Audit of Accounts for Financial Year Ended 31st March 2025**
Chair and Councillors received the internal Audited Accounts on 23/04/2025, referenced AGM-2025 for observation. All agreed they were of a true record and were duly signed by the Chair. Clerk to forward to the External Accounts.
11. **Financial Matters presented by the Clerk**
 - 1.) Risk Assessment Review was circulated to councillors prior to meeting, discussed and all proposed to accept the document as in line with policy.
 - 2.) The Precept was discussed briefly due to rising costs; it was agreed that it needed to be increased but also agreed was to look at this further when the budget review is looked at in the November agenda.
 - 3.) Bank Statements were forwarded to councillors prior to the meeting; they are in line with the



bimonthly financial report which the Chair signed as a true record
4.) The Schedule of Payments/Receipts were forwarded to councillors prior to the meeting, all agreed to the payments.

5.) Taken from bank account: Lloyds Bank, Service charges £4.25. (115) CLEAR, Annual Insurance £432.82. (116) Rocket Sites, Annual Website Subscription £138.00. (117) Clerk Expenses 167.99, (117) Postage Stamps £13.60, Microsoft Office 365 £43.75, (117) Hunday Manor Hotel May Room Hire £40.00. CALC Annual Subscription £148.51. Internal Audit £85.00.

6.) The cheques were signed by Cllr West, Chair and Cllr Twiss, Vice Chair.

7.) Review of Clerks Salary to be added to the July Agenda – the clerk to bring to the meeting a presentation of the salary review.

8.) Councillors approved Mr Holmes to complete the internal audit of the close of finance documents/AGAR for year ending 31st March 2026, the clerk informed councillors that Mr Holmes has agreed.

9.) The annual Insurance for 2025/26 – the clerk reported that this will be year three of three and is due on 1st June 2025. To be looked at Insurance costs to bring to the September meeting.

10.) Other Business

- Winscales and Great Clifton PC to have a joint and dedicated telephone number away from the Clerks personal number with a cost of £2.50 per PC per month.
- Lloyds Bank have placed the account on a business plan with rates being charged at £4.25 per month – the clerk has been to the bank to ask why and was told it is the new system, having rang the number to see if there was anything that could be done to remove this cost was told that as the parish is not a registered charity it is now a standard charge for parish and small groups. The clerk will look at changing banks but not until later in the year. It was said that all banks will eventually follow as they do not want to deal with smaller groups.

12. **Planning Applications/Decisions/Appeals**

- VAR/2025/0002. Description - Variation to remove condition 10 (operating hours) on approved application FUL/2024/0077
Response by Lesley Currie – Re-consultation on planning application. Reference No: VAR/2025/0002. Applicant: Andrew Sproat. Proposal: Variation to remove condition 10 (operating hours) on approved application FUL/2024/0077. Location: Discovery Park, Lillyhall, Workington CA14 4PE. Amendment: Fencing Details Received 14.3.2025
Councillors thought this was unsatisfactory due to residents' issues being overlooked.
- Dean Moor Solar Farm: Acceptance of our Application by the Planning Inspectorate. Councillors had no objection to this application as further away.
- Lostrigg Solar Phase Two Community Consultation Launch – meetings were held in April 2025. – Ongoing.
- It was said that the former Cumberland Lodge application for 15 caravans looked to have more than the planned caravans on site.

13. **Parish Matters**

- Defibrator pads need renewing – Cllr Twiss will order a new set and claim the cost back on production of an invoice.
- The notice board on the lay by near Oily's is said to need some repair, the lock isn't opening and closing well, and the paint has waisted away – the clerk will ask the local handy man to inspect and quote for the work to bring it back to an acceptable state. Also to inspect the notice board at the Distington location. Both require replacement keys as only one is left.

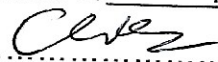
14. **Agenda items by 15th July 2025**

15. **Date of next meeting – (meeting dates for the diary)**

(GM) 21st July 2025, (GM) 15th September 2025, (GM) 17th November 2025,
(GM) 19th January 2026, (GM) 16th March 2026

Ref:- AGM-2025

Meeting closed at 19:33

Signed  (Clerk)